



Wasatch County

Planning Department
55 S 500 East Heber City, UT 84032
(435) 657-3205
planning@wasatch.utah.gov

Application #:	
Zone:	
Tax ID Number:	
Date Received:	
Received By:	
Reviewed By:	
Date Completed:	

Application for Subdivision – Preliminary – Large Scale Development

Application Fee: \$300 + \$100 per lot /unit / ERU + Costs (Cost may include Out-of-Pocket account, legal noticing or mailings)

Note: Applicant must check off each item and provide the attached checklist with the application or it will not be processed.

Owner(s) of Record

Full Name:			Date:
Last	First	M.I.	
Address:			
Street Address		Apartment/Unit #	
City		State	ZIP Code
Phone:	E-mail Address:		

Applicant or Authorized Representative (if other than above owner) to Whom All Correspondence Is To Be Sent

Full Name:			
Last	First	M.I.	
Address:			
Street Address		Apartment/Unit #	
City		State	ZIP Code
Phone:	E-mail Address:		

Project Information

Project Name:			
Project Location:			
Street Address		Subdivision/City	
Parcel Number(s)	Section(s)	Township(s)	Range(s)
Project Description: (Including number of lots or units, acreage and/or building square footage)			
Prior Approvals: (list any prior county approval/permits issued for the subject property)			

The below checklist must be included with your application with all items checked off as complete or your application will not be processed.

Large Scale Development is a development consisting of more than five (5) lots, units or Equivalent Residential Units, which must be processed by staff and brought before the Planning Commission for its recommendation prior to a hearing before the County Legislative Body.

Large Scale Subdivision Checklist - Preliminary

Preliminary Application Requirements:

- ☐ Submit a complete application for Large Scale Development and pay the application fee.
- ☐ Two (2) copies of D-size sheets (24"x36").
- ☐ One (1) copy of 11"x17".
- ☐ **Provide a CD containing 'pdf' files of entire application / all documents;**
- ☐ One (1) copy electronic file: DWG, DXF File format in either State Plane Central Zone NAD 27 or 83 or UTM NAD 27 or 83 (in feet or meters) coordinate system.

Please note: It is important for the applicant to provide the electronic file in the proper coordinate system, otherwise the applicant will be assessed a cost of \$65.00 per hour for the Wasatch County GIS department to make the conversion.

- ☐ Electronic file must also include the following:
 - ☐ All pages of the plat;
 - ☐ Site plan;
 - ☐ Landscape plan;
 - ☐ Elevation contours (two (2) feet);
 - ☐ Engineering drawings;
- ☐ Subdivision Name and address of development and developer's engineer.
- ☐ Boundary lines of the tract of land shown in heavy lines.
- ☐ Vicinity map.
- ☐ All proposed phases of the development, numbered and defined, with approximate timetable for development.
- ☐ Existing topography with contour interval of two (2) feet;
- ☐ Limits of disturbance plan, as required by the County Development Code (see Section 16.28.07).
- ☐ Grading plans illustrating cut and fill limits and topographic lines evidencing conformance with the County Development Code.
- ☐ Existing and proposed lot lines, easements, and walkways on subject and surrounding areas; proposed dedications of public use areas; existing and proposed curb, gutter, sidewalk, and trail system, including cross-section of trails proposed. (Commercial or mixed-use will require sidewalks)
- ☐ Soil testing and geotechnical analysis, as required by the County Development Code.
- ☐ Identify any environmental hazards such as contaminated soils or heavy metals from former mining activities
- ☐ Action report from the county water board or SSD confirming feasibility and that adequate water shares have been provided by the developer.
- ☐ Existing and proposed infrastructure including all fire hydrants, water and sewer lines, and all utilities, including but not limited to electricity, and natural gas;
- ☐ Location and elevation drawings of existing and proposed buildings, signs, dumpster and utility enclosures, fences and other structures;
- ☐ Environmental Constraints Analysis showing the following:

<input type="checkbox"/> Slopes between 25% and 30%;	<input type="checkbox"/> Alluvial fan;	<input type="checkbox"/> Flood hazard areas;
<input type="checkbox"/> Slopes 30% or greater;	<input type="checkbox"/> Flood debris flow or collapsible soil hazard areas;	<input type="checkbox"/> Springs, seeps or surface water areas;
<input type="checkbox"/> Landslide areas;	<input type="checkbox"/> Shallow ground-water areas;	<input type="checkbox"/> Established road and utility corridors;
<input type="checkbox"/> Fault line set-back areas;	<input type="checkbox"/> Stream or drainage corridor set-back areas;	<input type="checkbox"/> Ridge line areas;
<input type="checkbox"/> Wetlands;		<input type="checkbox"/> Geologic hazards.
<input type="checkbox"/> High water table areas;		

- ❑ Landscaping Plan illustrating evergreen/ deciduous plants massing, plant species including quantities, sizes, general irrigation plans, revegetation areas, limits of disturbance, etc.;
 - ❑ Proposed layout of all public and private streets, including profiles (same scale as site plan) and cross-sections, names and numbers;
 - ❑ Identify and show easements for water, sewer and storm drainage lines including easement widths.
 - ❑ Drainage plans, as per '*A Guide for Erosion and Sediment Control for Wasatch County*'. The drainage plan shall include the site description, Development plan, drainage assessment, storm water and pollution prevention plan and calculations.
 - ❑ Show snow storage locations;
 - ❑ Deed showing the date the parcel was created.
 - ❑ Preliminary feasibility report working with UDOT regarding access.
 - ❑ Parking, access and loading plan, including required bus pull-outs.
 - ❑ Unit configuration footprints and typical architectural elevations;
 - ❑ Tabulation of projected ERU's as described in the plan, number of housing units by type with number of bedrooms, parking stalls provided, building square footage, building footprint square footage, open space acreage and percentage, landscape acreage and percentage, hard surface acreage and percentage;
 - ❑ Ridgeline /View shed analysis illustrating existing and proposed views from selected vantage points per county code 16.15.24
 - ❑ Fiscal Analysis.
 - ❑ Fencing Plan.
 - ❑ Will serve letter from each of the following:
 - ❑ Gas Company;
 - ❑ Electric Company (Heber Light & Power, Rocky Mountain Power or others);
 - ❑ Special Service District indicating the availability of water service and sewer service;
 - ❑ Set up Out-of-Pocket Account to pay for noticing and Engineer Review consulting fees. The amount, for this interest bearing account, is to be set and administered by Wasatch County.
 - ❑ Any additional information that the County Planning and/or Planning Commission may reasonably require.
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Prepare or obtain the following documents and submit them with your application:

- ❑ Draft copy of Articles of Incorporation and Bylaws of the Property Owners Association
- ❑ Draft copy of Declaration of Covenants, Conditions Restrictions and Management policies;
- ❑ Letters from affected entities stating concerns and requirements including:
 - ❑ Special Service District and/or other appropriate agency, indicating the availability of water, water service, sewer service, extended fire, extended police, schools, garbage collection and disposal, road maintenance, trails maintenance, open space management, storm water detention, electric service, natural gas, and other municipal type services.
- ❑ A draft copy of an open space and common area maintenance agreement; and
- ❑ A draft copy of a plan for assuring that any services agreed to be provided by the development will continue to be provided by the development on an ongoing basis without becoming a burden to the County.

Please Read And Sign Before Application Submittal

I declare under penalty of perjury that I am the owner or authorized agent of the property subject to this request and the foregoing statements, answers and attached documents are true and correct. I also certify that I have fully completed the application and provided all of the above listed items other than those specifically deemed not necessary by the Planning Department. As the applicant for this proposal, I understand that applications will be reviewed for completeness by planning department staff. If complete, the application will be vested under laws and ordinances in place at the time the application was submitted. Incomplete applications will be returned to the applicant. I further understand I will be notified when my application has been deemed complete. At that time, I expect that my application will be processed within a reasonable time, considering the work load of the Planning Department.

Signature of
Owner/ Agent: _____ Date: _____

IMPORTANT:

Your application cannot be processed until determined complete by the Planning Staff. An application shall be considered complete when all applicable fees (such as: Special Service District, fire, out-of-pocket expenses, etc.) are paid and all items listed on the application and included checklist are provided or considered not applicable by the Planning Office. All application fees are non-refundable.